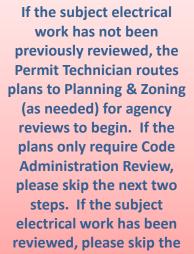
The Alexandria, Virginia Building Permit Process

Permit Technician routes Once approved, the one set of plans to Code **Planning & Zoning Team Alexandria Permit Center-Admin Plan Review** route the plans to the **Permit Technician verifies** (Preliminary Set), Planning **Transportation &** documents submitted & all **Environmental Services** & Zoning (P&Z), Final licensing information Office, Final Field Set, and Team for review **Real Estate Set for agency** reviews to begin The applicant Once approved by the Once approved, the **Code Administration** pays the **Transportation &** required fees, team, the Permit **Environmental Services** obtains the **Technician will conduct** Team will route the plans to approved final a final verification that the Code Administration field set of all documents have team for a final review to been submitted, all plans, and occur obtains the required agencies have been approved, and all issued permit licensing information has been submitted and deemed approved

The Alexandria, Virginia Electrical Permit Process

Alexandria Permit Center-Permit Technician verifies documents submitted & all licensing information



next three steps.

Once approved, the Planning & Zoning Team route the plans to the Transportation & Environmental Services Team for review



Once approved, the
Transportation &
Environmental Services
Team will route the plans to
the Code Administration
team for a final review to

The applicant pays the required fees, obtains the approved final field set of plans, and obtains the issued permit



Once approved by the Code Administration team, the Permit Technician will conduct a final verification that all documents have been submitted, all required agencies have been approved, and all licensing information has been submitted and deemed approved

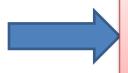


The Alexandria, Virginia Mechanical Permit Process

Alexandria Permit Center-Permit Technician verifies documents submitted & all licensing information



If the subject mechanical work has not been previously reviewed, the Permit Technician routes plans to Planning & Zoning (as needed) for agency reviews to begin. If the plans only require Code Administration Review, please skip the next two steps. If the subject mechanical work has been reviewed, please skip the next three steps.



Once approved, the Planning & Zoning Team route the plans to the Transportation & Environmental Services Team for review



Once approved, the
Transportation &
Environmental Services
Team will route the plans to
the Code Administration
team for a final review to
occur

The applicant pays the required fees, obtains the approved final field set of plans, and obtains the issued permit



Once approved by the Code Administration team, the Permit Technician will conduct a final verification that all documents have been submitted, all required agencies have been approved, and all licensing information has been submitted and deemed approved

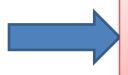


The Alexandria, Virginia Plumbing Permit Process

Alexandria Permit Center-Permit Technician verifies documents submitted & all licensing information



If the subject plumbing work has not been previously reviewed, the Permit Technician routes plans to Planning & Zoning (as needed) for agency reviews to begin. If the plans only require Code Administration Review, please skip the next two steps. If the subject plumbing work has been reviewed, please skip the next three steps.



Once approved, the Planning & Zoning Team route the plans to the Transportation & Environmental Services Team for review



Once approved, the
Transportation &
Environmental Services
Team will route the plans to
the Code Administration
team for a final review to

The applicant pays the required fees, obtains the approved final field set of plans, and obtains the issued permit



Once approved by the Code Administration team, the Permit Technician will conduct a final verification that all documents have been submitted, all required agencies have been approved, and all licensing information has been submitted and deemed approved



The Alexandria, Virginia Certificate of Occupancy Process

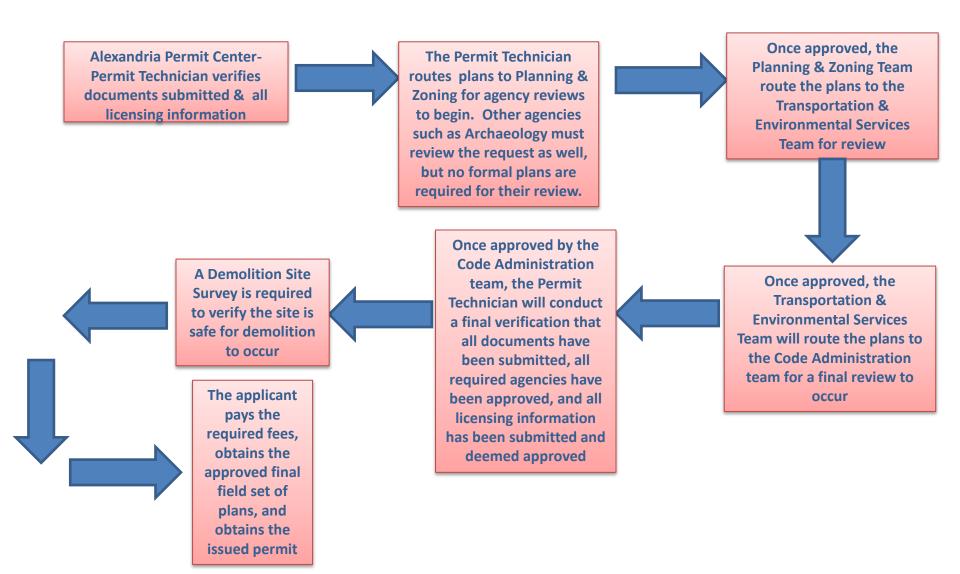
Alexandria Permit Center-Permit Technician verifies all documents submitted and the applicant pays all required fees When the project has been deemed ready for certificate of occupancy inspections, the Permit Technician will schedule the Certificate of Occupancy inspections to occur

Once all Certificate of **Occupancy inspections have** occurred, a Permanent or **Temporary Certificate of** Occupancy will be issued. If a Temporary Certificate of Occupancy is issued, the applicant must ensure all requirements must be met prior to the issuance of the **Permanent Certificate of** Occupancy. Please be advised all separate **Temporary Certificate of Occupancy and Extension** fees must be paid

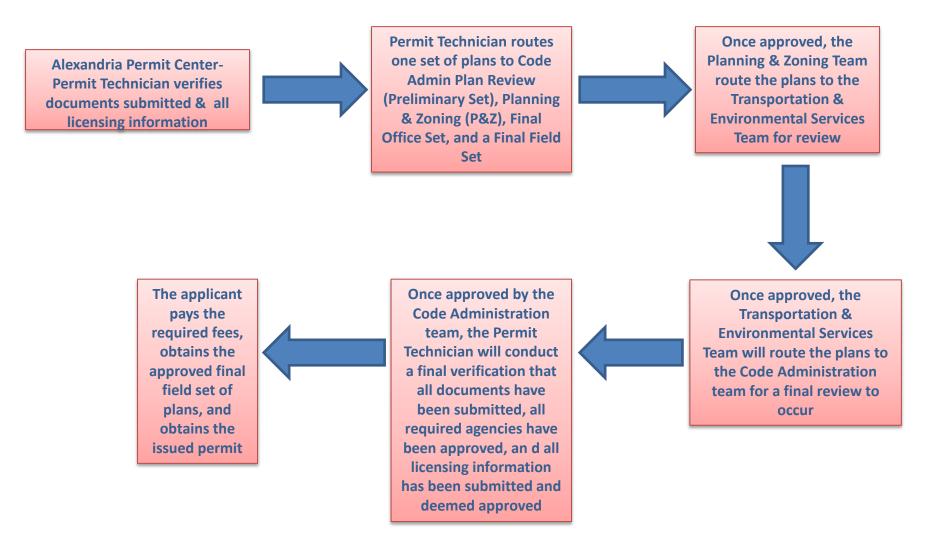
Once the project passes all inspections, the Certificate of Occupancy will be issued



The Alexandria, Virginia Demolition Permit Process



The Alexandria, Virginia Sign Permit Process



The Alexandria, Virginia Fire Protection Systems Permit Process

Alexandria Permit Center-Permit Technician verifies all documents submitted & all licensing information The Permit Technician routes two plans to the Fire Protection Systems Plans Examiner for review.



Once approved, the applicant pays the required fees, obtains the approved final field set of plans, and obtains the issued permit